

CENTRAL INTELLIGENCE AGENCY

Approved For Release 2001/04/01 : CIA-RDP89-01114R000100030008-5

15 January 1979

Andrew W. Boesel, Director
Presidential Management Internships
Office of Personnel Management
Washington, D.C. 20415

Dear Mr. Boesel:

Enclosed is the profile for the Presidential Management
Intern Program as requested in your letter of 5 January 1979.

Sincerely,

[REDACTED]

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Chief, Staff Personnel Division
Office of Personnel

Attachment

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Central Intelligence Agency


Number of 1979 PMI Positions designated: 1Number of 1978 PMI's employed: 1Section 1

NARRATIVE STATEMENT

The Central Intelligence Agency is responsible for collecting, evaluating, and reporting on foreign intelligence. The PMI will report to the Career Management Officer of the Directorate of Administration, which is composed of the Offices of: Personnel, Logistics, Finance, Security, Training, Communications, Medical Services and Data Processing. In addition to formal courses in the Agency, the Intern, depending on his or her interests, will rotate to three of the above offices for on-the-job training and work experience. At the end of the first year, the Intern, in conjunction with the Career Management Officer, will decide whether to remain with one of the offices selected for rotational assignment, or to become a general administrative officer. In addition to course work in general administration and specialized course work related to one or two of the above offices, we seek candidates with a strong interest in the international area as demonstrated by undergraduate majors in such disciplines as international relations, political science, history, and who have lived overseas.

Section 2

SUMMARY OF DESIGNATED POSITIONS

<u>Position</u>	<u>No.</u>	<u>Required Expertise if any</u>	<u>Geographic Location</u>	<u>Contact Person</u>
Administrative Officer	1	Admin., Personnel, Accounting, Data Processing, and International Relations	Wash., D.C. area	

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AGENCY CONTACT

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PMIP Coordinator

(703) 351-1100 X3800

Section 4

AGENCY GUIDANCE TO PMI FINALISTS

The top three CIA finalists may be invited to Washington at Agency expense for interviews by the Coordinator and Administrative Directorate Career Management Officer. Upon selection, a detailed (17 pages) Personal History Statement must be completed for use in the necessary security investigation, which takes about 90 days. A complete medical examination and security interview must be completed at Agency expense in Washington. U. S. Citizenship is required.

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